

**MINUTES  
HAMILTON COUNTY AIRPORT AUTHORITY  
AUGUST 6, 2009  
COMMISSIONER COURTROOM  
One Hamilton County Square  
Noblesville, Indiana**

**Work Session**

No work session was held do to Executive Session.

**Public Session**

President Silvey called the public session to order at 6:39 p.m., with Secretary Pickett taking roll call. A quorum was declared present of Tom Kapostasy, Ted Moran, Don Silvey, Tim Tolson, Bob Wilson and Allyn Beaver. Scott Alexander was also present.

**Approval of Minutes**

*Kapostasy moved to approve the minutes of July 2, 2009. Moran seconded. Motion carried unanimously. (5-0)*

**President's Report**

- Silvey stated distributed an email explaining that Melanie Myers from the FAA (Federal Aviation Administration) would need an official request for a grant amendment. Nick Isenberg and Chris Snyder had sent some information to her regarding a contract amendment with Woolpert and Harper. Myers said the FAA would consider the amendment and they would need a letter requesting the amendment. Silvey emailed her immediately with the request and she sent an email back saying the grant was being processed. The grant amendment is for an additional \$24,473.00.
- Silvey distributed a letter from the FAA informing us they have approved Grant AIP-19 which is an additional grant reimbursing a part of the Master Plan. Hamilton County will receive an additional \$87,169.00 of reimbursement.

**Public Comments**

Andrea Montgomery introduced Barb Smith with Scheitlin Communications.

Barb Smith presented an overview of Scheitlin Communications with her recommendations as to what her company could do for the Airport Authority.

Carl Winkler stated that on September 11, 2009 the Commemorative Air Force is hosting the Berlin Airlift museums exhibit at Indianapolis Executive Airport. There will be dinner and dance with live music, tickets are \$30.00 per person and reservations are required.

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**Committee Reports**

**Operations**

Moran reported that a lot of airplanes used the airport for the US Senior Open Golf Tournament. A lot of fuel was purchased during those days.

Moran reported he attended two breakfasts and one luncheon since the last meeting on behalf of the board. The airport continues to receive great reviews.

**Indianapolis Executive Airport**

Andrea Montgomery stated:

- The 2<sup>nd</sup> quarter was \$12,000 below budget primarily because the runway was shut down. They managed to save about \$10,000 in the second quarter for expenses.
- Montgomery presented the \$10,000 quarterly payment for the operating overage.
- Montgomery reviewed the income statement and balance sheet for the last quarter. The next packet will have any bills that pertain to management income or any reimbursement expenses. Tom, Don, and Jennifer have copies of 3 months of bank statements
- The EPA reporting as of June 30, 2009 shows fuel sales of 195, 000 gallons compared to 240,000 gallons for the same period last year.
- The airport did pass all of EPA analysis.
- Fuel prices had gone down but they are creeping back up slowly.
- Winkler has submitted an application for Airport of the Year to the Aviation Association of Indiana (AAI).
- They are still receiving donations from the annual fly-in for Downe Syndrome. Enterprise donated another \$1,000 making the event total \$13,000.
- US Senior Open was great but a lot of work. IEA had seven (7) players that did land at the airport with fairly large aircraft. About 20 additional spectators come in through the week. It was a very good week for fuel sales and ramp fees.
- The AAI conference is October 13-16.
- The Berlin Airlift exhibit will include a breakfast benefiting the Jackson Center which is the school for children with Cerebral Palsy. This will be the last event for the summer season.

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- A. Montgomery met with the state chamber of commerce; she is on the infrastructure committee. The state chamber is going to support the legislature that asks the Indiana Department of Transportation (INDOT) to match grants as needed and to avail themselves of all federal dollars that are available.
- Spinweb is currently hosting the airport's website. Montgomery Aviation has signed a contract with Luminacious which is a website hosting company located in Zionsville. They have offered to host all five (5) airport websites for \$100 per month. If IEA is included in that package the bill goes down \$20 per month which saves IEA \$15 a month savings.
- Spinweb contract is up for renewal. *Kapostasy moved to give Spinweb a 30 day notice of cancellation. A. Beaver seconded. Motion carried unanimously. (5-0)*
- Indy partnership conducted a meeting of all the local LEDO's from the donut counties at IEA and was extremely impressed with the airport.
- Hamilton County Visitors and Convention Bureau had the airport as a stop on their FAM trip.
- The airport's insurance has been renewed.
- A. Montgomery publically thanked the Hamilton County Visitors and Convention Bureau for supplying banners and signs for people who flew in for the Senior Open.
- A. Montgomery is already working on the 2012 Super Bowl. She has a meeting scheduled with the lady in charge at the airport on September 25.

Moran asked about the AAI Economic Development report. A. Montgomery stated these are draft numbers out for the 2007 period. IEA will be close to \$88,000,000.00 of economic direct and indirect impact which is over half of where IEA was at last year.

Dan Montgomery stated he kept finding notices on the airport and finally got to the right guy to find out what they were. It's on our GPS approaches. There are two trees that have to come down. The FAA wanted the first row of T-hangers removed, which they are now removed. On the south end there is another tree that has to come down. D. Montgomery is going to price what it would cost to rent a chipper for cutting down the trees.

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**Woolpert Engineering Report**

Snyder reported:

- At the end of this year we did end up with a little remaining grant money from the FAA. Snyder has talked to Melanie Myers of the FAA to see if it could be used. And she does not want to write multiple grants so she has asked to roll over the remaining funds until next year. This request does require Don Silvey to sign a letter indicating that we will roll over the money.
- Snyder presented a written update on CIP (Capital Improvement Plan) review.
- The FAA plan reviewer has accepted the ALP (Airport Layout Plan) on the airport Master Plan. It has already been re-submitted to the FAA for approval. This process will take 60 to 90 days.
- Woolpert is trying to receive quotes from Quad-J and Michiana on the electrical vault work. Woolpert hopes to have the quotes by the next Board meeting.
- Have received all of SHPO on the executive hanger taxiway with determinations and there have been no adverse effects and no further studies are required.
- We are waiting for the USFWS (U.S. Fish and Wild Life Service) letter. Once we receive that we should have our formal environmental approval.
- *Kapostasy moved to allow Woolpert to expend up to \$10,000.00 in their hourly rate agreement for the purpose of pursuing the drainage for the airport and then bring back a contract and proposal for the next meeting. Moran seconded. Motion carried unanimously.*  
(5-0)

Isenberg stated:

- The contractor has completed all the punch list items on the runway reconstruction project.
- They have submitted redlines and we are working on As-Builts
- Woolpert is working on the construction management report and the pavement management tracking report.
- Isenberge distributed the ACPA (American Concrete Pavement . Association) publication on the Runway Rehabilitation.

**Old Business**

B rad Beaver asked where are we with the reimbursements on the runway project? Kim Rauch reported we have paid \$1.7 million to Harper. The

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FAA reimbursements have been received in approximately one week after the grant pay request is turned in.

**New Business**

*Kapostasy moved to thank the various people involved in the runway rehabilitation project. Wilson seconded. Motion carried unanimously. (5-0)*  
Silvey presented Snyder and Isenberg with a plaque of appreciation for their work on the runway project.

**Legal Counsel Report**

Mike Howard requested a better drawing of where the drains are at the airport from Woolpert.

**Secretary's Report**

Pickett requested a motion to appropriate \$1,431.00 to cover a short fall due to Montgomery's payments for closing the airport during the runway project. *Kapostasy moved to approve the appropriation. Moran seconded. Motion carried unanimously. (5-0)*

Pickett stated there is a balance of \$37,138.35 in Fund #114 which will need to be appropriated to use.

Pickett requested a motion to approve the Executive Session Memoranda dated August 6, 2009. *Kapostasy moved to approve the executive session memoranda. A. Beaver seconded. Motion carried unanimously. (5-0)*

Pickett requested a motion to approve the grant agreement for AIP-19 to reimburse the master plan. *Kapostasy moved to approve the grant agreement. A. Beaver seconded. Motion carried unanimously. (5-0)*

**Next meeting**

September 3, 2009 with a Work Session starting at 5:30 p.m. with the regular meeting starting at 6:30 p.m.

Silvey adjourned the meeting.

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**Others Present**

**Mike Howard, Attorney  
Brad Beaver, County Council Representative  
Dan Montgomery, Montgomery Aviation  
Andi Montgomery, Montgomery Aviation  
Nick Isenberg, Woolpert  
Chris Snyder, Woolpert  
Kim Rauch, Administrative Assistant to Auditor  
Jennifer Pickett, Secretary**

**APPROVED**

\_\_\_\_\_  
**Don Silvey, President**

**Date: \_\_\_\_\_**

**ATTEST**

\_\_\_\_\_  
**Jennifer Pickett, Secretary**

**Date: \_\_\_\_\_**